



Minutes of the NHF board meeting in Stockholm, Sweden, 14-15 of May, 2009

Participants: Riitta Kamula (Finland), Troels Kærgaard Bjerre (Denmark), Óli Sveinsson (Iceland), Iveta Dubakova (Latvia), Hege Hisdal (Norway), David Gustafsson (Sweden).

Present on May 15: Per Grönvald (Denmark), Karin Nyström (Sweden) present at workgroup meeting

Not present: Arvydas Povilatis (Lithuania), Arvo Jarvet (Estonia)

1. Opening

Riitta Kamula opened the meeting.

2. Organization of the meeting

Riitta Kamula appointed as chair, Óli Sveinsson as secretary and David Gustafsson as scrutinizer.

3. Approval of the meeting agenda

Changes were made to the meeting agenda that had not been updated from a previous board meeting. These changes are reflected in the minutes of this meeting.

4a. Minutes from the previous meeting in Reykjavík Iceland on 11 August 2008

On item item 9. Bullet point 3 hasn't been carried out.

- **Action. Riitta** will carry out this bullet point in specifying the role of the secretary and work load before August 1st, 2009.

Item 10 in the minutes. No work has taken place on the decision point on a practical way to arrange telephone meetings.

- **Decision.** Decided to have one physical board meeting every year. For additional meetings it is to be decided by the chairman each time if the meeting should be done over telephone or not.

No further comments were made on the minutes but they were already approved at the board meeting in Reykjavík on August 13, 2008.

4b. Minutes from the previous meeting in Reykjavík Iceland on 13 August 2008

Item 4 in the minutes comment made by Troels. Bullet should be added saying that "It was decided that Troels should make a written note about the design and contents of the new web page". Troels sent his written suggestions on November 4th, 2008, to the project group.



- **Action. Riitta** will make corresponding changes to the minutes and send an updated version to the board members within one week.

No further comments were made on the minutes and they were approved.

5. Meeting costs for this board meeting

Meeting costs were presented to the board and the following reimbursements were approved.

- Iveta will get reimbursed both travel and hotel cost.
- Per Grönvald will get reimbursed both travel and hotel cost.
- Riitta will get reimbursed both travel and hotel cost.
- Dinner on 14 of May will be paid by NHF.

6. Financial conditions, accounts, budget and memberships

Accounts for the year 2008 are not ready. Updated numbers of memberships were not presented. The approved budget from the General Assembly in Iceland was reviewed. Total of 140000 SEK is allocated each year 2009 and 2010 to promote NHF by improving the web, having a dedicated web editor and having a secretary.

- **Action: Riitta** to send the accounts for the year 2008 before 1st of June.

7. NHC 2010, 9-11 of August, in Latvia: Updating the present situation

Conference location has been changed and the conference will be held in the heart of Riga in the central building of the University of Latvia in Riga. Two presentation halls have been reserved, one for 400 people and one for 70 people, respectively. Travel agency will be selected to organize accommodations and excursions. Iveta presented a flyer for the conference containing the conference themes. Suggestions and adjustments were made to the conference themes resulting in the following: Developments in Modeling; Climate Change Impacts; Water Management with the context of European Directives; Hydrological Information Systems; Groundwater and Surface Water Interactions; Hydrometry; Extremes and Uncertainties. Final themes to be presented by the scientific committee.

Currently the following deadlines are valid: deadline for abstracts on March 1st, letter of acceptance May 1st and final program June 1st. Early registration ends May 15th.

Iveta Dubakova is the head of the organizing committee and Elga Apsite is the head of the scientific committee:

- **Action. Elga** to send an e-mail ASAP, by the 21st of May the latest, to the board member from each country asking them to appoint a national member to the scientific committee and asking them to respond before the 1st of June. Members of the scientific committee should select from the list of themes at least three themes where they feel comfortable in providing reviews.



- **Action. Iveta** to send final conference themes to the board as soon as they have been reviewed by the scientific committee.
- **Action. Iveta** to set up the conference web page before end of August this year and have a link to it from the “Vannet i Norden” web page.
- **Action. Iveta** to present preliminary budget before the end of August this year. The budget should be in adherence with the “Principles of arranging conferences”. The board members will be able to comment on the budget, and the chairman will provide an approval.

8. NHC 2012 in Finland: updating the present situation

The place and time has been not decided on. It is intended to have the conference somewhere close to Helsinki but most likely not in Helsinki. Suggested date is 13-15 of August.

- **Action.** Main theme and date to be fixed for the next board meeting. **Riitta.**

9. Statutes of NHF

The statutes were reviewed and it is suggested that Riitta will propose changes before the next board meeting.

- **Comment.** Article 6 needs to be changed to reflect that the number of ordinary board members has increased. In addition the statutes need to reflect that the Baltic countries are also a part of NHF.
- **Comment.** Article 7: Currently there is no secretary of NHF even though the secretary has responsibilities according to the statutes. See a bullet point under 4a. in these minutes where Riitta is to specify the role and responsibilities of the secretary.
- **Action.** Article 7: **Riitta** also to specify the role of the treasurer and how the roles of the treasurer and secretary interact.
- **Action.** Article 8: Currently the Publicity Council is composed of Head Publicity Councillor (Hege Hisdal) and the head editor (Dan Rosbjerg). Proposed to add the web editor (Karin Nyström). **Hege** to suggest changes to article 8 before August 1st. **Riitta** to compile all suggested changes together.

10. Strategy of NHF

- **Actions:** The draft strategy from August 13, 2008, board meeting in Reykjavík hasn't been officially approved by the board and will be discussed at next board meeting. All board members are supposed to review the strategy before the meeting.

11. Web pages

In the current budget there are allocations for the ViN technical editor 30000 SEK and for development of web pages 75000 SEK. As stated in item 4b Troels sent his written

suggestions on November 4th, 2008, to the project group. In addition 35000 SEK are allocated for the secretary.

- **Decision.** Troels suggestions were discussed and the current web project group has the responsibility of developing them further. The group is composed of the chairman of NHF, the web editor and Troels, Per and David. The project group leader will be Karin Nyström, the web editor.
- **Decision:** Highlights from the web project group meeting are presented below. The project group is to try to speed up the work to have an early launch for the new web page preferably in August/September.
- **Action: Troels** to send the minutes from the workgroup meeting to the board members.

Highlights from the web project group meeting in the morning of the 15th of May.

Minutes were written by Troels Kærgaard.

- Karin Nyström accepted to be the project leader
- Other members of the group are actively supposed to send in texts and graphic material for the web page to Karin.
- Aim of the web site, web design and content.
 - Aim in accordance with the written note from Troels from 4th of November.
 - Web Design: under the responsibility of Karin. Project plan to be presented by Karin before 1st of June. Karin to get pictures from the board members before 1st of June. Draft layout ready in August. Final layout of the web page to be ready in November and presented to the next board meeting.
 - Content: easy to find relevant information and to find upcoming events. Goal to have no more than a 3 click process to reach relevant information. All material regarding NHF: history, chairman's corner, upcoming events etc. supposed to be on the web site.

12. Publishing

- **Action: Hege** to ask Dan Rosbjerg for a report about publishing in Hydrology Research. Actively promote publications in Hydrology Research.
- **Action: Hege** to update Flyer/Leaflet of NHF activities and have the digital version placed on the web.
- **Comment.** Present proceedings and other relevant publications from NHF on the web

13. Arranging conferences and seminars

Two documents were discussed and reviewed.

“Principles of arranging conferences” from August 13 2008.



- **Action: Hege.** Changes were discussed and made to the document. Hege to compile the changes and circulate to Riitta and Iveta for comments and approval. The final document to be sent to all board members at least one month before next board meeting. Changes to be approved at next board meeting.
- **Action: Iveta** to submit an example extended abstract for the next conference in Latvia to the board members for commenting before August 1st. Only extended abstracts will be accepted at the conference.

“Suggested procedures to decide about themes for future NHC conferences” from Hege Hisdal dated June 3rd 2008.

- **Action: Hege** to merge her document with “Principles of arranging conferences and circulate to Riitta and Iveta for comments and approval.

14. Other Items

- **Action. Hege** to come up with action points for the Publicity Council and distribute within the council and to board members.
- **Decision. Membership fees for students.** Agreed not to have reduced membership for students. Individual membership fees are already low and their benefit is reduced conference fees at conferences.
- Troels presented a **National initiative “Hydrology Day” in Denmark** and distributed a flyer. A conference will be held on 22 October 2009 and is arranged by NHF and HOBE “Center for Hydrology”. More information are presented on www.hobecenter.dk.
- Riitta presented VALUE “Doctoral School in Integrated Water Resources Management”. University of Oulu.

15. Next board meeting

Next board meeting to be held in Oslo on 28-29 January 2010.

16. Closing of the board meeting

Meeting was closed at 12:45 on 15 May 2009.

Riitta Kamula
Chair

Óli Grétar Blöndal Sveinsson
Secretary

David Gustafsson
Scrutinizer